

Division of State Architect-Advisory Board
Board and All Committees-Status of
Motions and Follow-Up Items
Active, On Hold, and Inactive Items Only
December 19, 2005

<i>Item#</i>	<i>Topic/ Description</i>	<i>Initial Meeting Date</i>	<i>Next AB Meeting</i>	<i>To DSA Staff</i>	<i>Staff Report Back to AB</i>
	<i>M = Motion</i>				
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01 - DSA Advisory Board

- 01.00.02 F Operational Guidelines 10/7/2004
 Develop operational guidelines. Further definition of committee guidelines. Resolve committee status whether ongoing or ad hoc in nature (need clarification of these two roles).

Status: On Hold *Responsible Party:* Lowell Shields
Comments: 12/14/04 - Committee opted to review current P&P changes before considering the development of additional guidelines.
- 01.00.05 F Tours and Other Interactive AB Activities 10/8/2004
 Shields requested the AB consider construction/facilities tours, meetings on location, presenter's at meeting and other interactive events for future AB meetings.

Status: Ongoing *Responsible Party:* Liz Schroeder
Comments: Staff will follow up. AB January agenda follow-up item. Conrad will speak to Shields. 3/07/05 - Can schedule if members can facilitate arrangements.
10/14/05 - Tours will be arranged as staff resources allow.

02 - Codes and Standards Committee

- 02.00.01 F 2004 Code Cycle Update 4/21/2004
 Regarding the 2004 Code Supplement, DSA submitted the package to the Building Standards Commission August 2, 2004.

Status: Ongoing *Responsible Party:* Chip Smith
Comments: Committee to review and submit comment to Smith by June 30 to align with the next public comment period of 5/27/05 - 7/01/05. #02.01.12, Plumbing/Mechanical Codes Amendment Packages merged into this item. Reporting by DSA staff on the progress of this process will occur at each meeting until complete.
12/12/05 - Informational updates will be provided until code is approved.

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02.00.02	F IBC Adoption Project - Process	8/18/2005			
Continued discussion on how this Committee will participate in this cycle.					
<i>Status:</i> Active <i>Responsible Party:</i> Chip Smith					
<i>Comments:</i> Smith presented proposed process. Committee expressed the following concerns: 1) Would like to prevent the need to remand issues for further study, 2) will likely need more technical support/ experts on the committee to review (consider adding BSC members or inviting SMEs), and 3) identify how many meetings and how often they will be needed. 10/14/05 Process presented to full Board.					
12/12/05 - Committee's input noted.					
02.00.02a	F Glu Lam Beams Safety Concerns	4/21/2004			
DSA reviewing this matter including inspection.					
<i>Status:</i> Active <i>Responsible Party:</i> Chip Smith					
<i>Comments:</i> Ongoing. Glu lam beam continuous inspection updates to be provided by DSA staff at committee meetings as information is gathered.					
12/12/05 - Glu lam beam updates to be provided as information becomes available.					
02.00.02b	F Modular Building Moment Frame Code Change Update	2/17/2005			
<i>Status:</i> Active <i>Responsible Party:</i> Chip Smith					
<i>Comments:</i> Information item. Smith provided the committee with a brief background and overview noting that two-story modular framed buildings only exist in California at this time. DSA plans to gather factual data before arriving at a decision. Smith will keep the committee informed during the informational gathering process. 8/18/05 - Proposal will be reviewed by internal & industry that will be a part of IBC code (as a State amendment).					
12/12/05 - Brief background and overview presented, noting that two-story modular frame buildings only exist in CA at this time. DSA will continue to gather factual data on this matter. Committee members will be kept informed during the information gathering process. Proposal will be part of IBC code package (as a State amendment).					
02.00.03	F Proposed Stop Work Order & Procedure	2/17/2005			
<i>Status:</i> Ongoing <i>Responsible Party:</i> Dennis Bellet					
<i>Comments:</i> Bellet will update committee at the next meeting. DSA to seek legal counsel. If draft is updated prior to next meeting, it will be distributed to committee for their input.					
12/13/05 - Met with DGS Legal. Statutes, regulations, draft procedures and draft forms were reviewed. Changes are needed. Enforcement and penalties for violations will be discussed with the office of the Attorney General.					

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02.00.04	M	Committee Purpose & Definition Statement	12/12/2005			
		Revise Codes & Standards Committee Purpose and Definition statement				
		<i>Status:</i> Active	<i>Responsible Party:</i>	Committee Members		
		<i>Comments:</i>	12/12/05 - Motion passed unanimously as follows: Review items under the purview of DSA and make recommendations to the State Architect pertaining to building codes & standards for public buildings & schools in California.			
02.00.05	M	Chapters 2 - 35 in Code Adoption Process				
		Include Chapters 2 - 35 in Code Adoption Process				
		<i>Status:</i> Active	<i>Responsible Party:</i>	Chip Smith		
		<i>Comments:</i>	12/12/05 - Motion passed unanimously. For the code adoption process, committee recommends that DSA include Chapters 2 - 35 with Model language or amended language and applicable appendices.			

04 - Excellence Committee

04.00.01	F	Consensus Regarding Excellence	8/31/2004			
		The State Architect encouraged the committee to work with CASH, CASBO, CSBA, AIA, school districts, and other groups to develop a broad-based consensus regarding excellence. He recommended creating a living document, posting it on-line, soliciting feedback, and sharing information and experience about best practices. He supported the concept of evidence-based decision-making.				
		<i>Status:</i> Ongoing	<i>Responsible Party:</i>	Richard Conrad		
		<i>Comments:</i>	In progress.			
04.00.03	F	Future Item: DSA Workshops for School Districts	11/5/2004			
		After Excellence in School Buildings resource project completion, consider having DSA provide workshops for school districts.				
		<i>Status:</i> On Hold	<i>Responsible Party:</i>	Richard Conrad		
		<i>Comments:</i>	Consider after project completion (tentatively slated for 12/05).			

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04.00.04 F Excellence in Public Education Facility Development Project 6/1/2005
 Restructured project into seven areas and assigned lead roles for chief editor and guest editors.

Status: Active *Responsible Party:* Richard Conrad

Comments: 6/01/05 - Project is due 12/01/05 for presentation at CSBA conference. See separate chart for assigned roles and project milestones. 7/21/05 - Board motion approved project and requested a presentation at the October 14 meeting. 10/14/05 - Project text presented to full Board.

12/02/05 - Project presented at CSBA Conference.

05 - Inspection and Testing Committee

05.00.01 F Proposed Project Inspector Disciplinary Process 8/12/2004
 Shallenberger recommended that committee members review the materials provided by Enzler regarding the proposed disciplinary process for Inspectors in order to discuss them at the next meeting.

Status: On Hold *Responsible Party:* Jeff Enzler

Comments: 2/10/05 - Numerous comments were provided by the Committee. Any remaining comments are due to Enzler by 2/24/05. 11/08/05 -Enzler to draft by 1/01/06. On hold until comments are solicited and received from Legal.

12/06/05 - On hold pending review by DGS Legal.

05.00.03 F Proposed Electronic Field Review Process 2/10/2005
 Draft for review and comment

Status: On Hold *Responsible Party:* Jeff Enzler

Comments: 2/10/05 - Jeff Enzler presented this as a long-term project that is currently under development. Updates will be provided periodically by staff as they become available. 6/28/05 - A few architects are pilot testing w/DSA.

12/06/05 - On hold pending results of pilot project.

05.00.05 F Interpretive Regulations for Project Inspector Duties (IR A-8) 2/10/2005
 Staff to revise draft and provide to committee at the next meeting.

Status: On Hold *Responsible Party:* Jeff Enzler

Comments: IC agenda item. 11/16/05 - Pending resolution of special inspector issue.

12/06/05 - On hold pending resolution of special inspector approval / identification issue.

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05.00.06	F Laboratory Evaluation Acceptance (LEA) Process IR 17-1 Draft policy	9/1/2005			
	<i>Status:</i> Active	<i>Responsible Party:</i> Dennis Bellet/Eric France			
	<i>Comments:</i> 9/01/05 - Draft disseminated. Will be discussed at a future meeting. 12/06/05 - Draft 4 was handed out to committee members for discussion and comments.				
05.00.07	M Elevator Construction & Inspection - Out of State Premanufactured Products Follow up from appeal where Chairperson requested that the Board address this issue at a later date. Motion: Would the State Architect like the IC to take up the issue of elevator inspection as previously directed and expand that topic to include out of state and out of country (preapproved materials) inspections? M- Gonos, 2nd Hall. Unanimous.	9/1/2005		11/8/2005	
	<i>Status:</i> Active	<i>Responsible Party:</i> Dennis Bellet			
	<i>Comments:</i> 10/14/05 - Board motion to approve M-Gonos, 2nd Dyson. Unanimous. 11/08/05 - DSA staff will draft internal policy regarding out of State premanufactured product inspections and present to the Committee Spring 2006.				
05.00.08	F Project Inspector - Exam Process and Development Review Committee requested DSA staff provide updates at each meeting.	8/14/2004			
	<i>Status:</i> Ongoing	<i>Responsible Party:</i> John Baca			
	<i>Comments:</i> 11/16/05 - Will request review and comment of syllabus. 12/06/05 - John Baca discussed changes in the Inspector examination application package for 2006, including: 1) Examinees must score at least 60% in all sections to pass exam. 2) Testing dates will be staggered to more efficiently utilize DSA staff. 3) Energy code questions will be introduced. 4) Costs per exam will go from \$225 to \$350. 5) Special Accommodation applicants will need justification from a medical doctor. Review and comment on Inspector training courses to be discussed at next meeting. Schedule for development of courses delayed pending contract execution with Butte Community College District.				

07 - Emergency Preparedness Committee

07.00.02	F Alameda County Team	7/27/2004			
	Invite three person team from Alameda County to the SERC meeting in Sacramento.				
	<i>Status:</i> On Hold	<i>Responsible Party:</i> JoAnn Koplin/Lowell Shields			
	<i>Comments:</i> To be invited to Spring 2005 meeting. Meeting will be held in conjunction with the DRC conference, May 2005 (see 07.01.16). 6-27-05 - This item will be revisited at next Committee meeting.				

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07.00.03	F OES & Police/Fire/Schools Interagency Response Process Research the relationships between different agencies and understand authority and responsibility for each one. Provide training to appropriate groups regarding these items	7/27/2004			
	<i>Status:</i> On Hold	<i>Responsible Party:</i> Dave Casey			
	<i>Comments:</i> May 19, 2005 - 07.01.10, 07.01.13 & 01.02.05 folded into this item. 9/14/05 - LAUSD is a good role model for communication btwn agencies. Per Bob Spears, LAUSD, OES trains districts & local government on SEMS only when requested. Committee members requested Casey report any updates on his communication w/agencies.				
07.00.04	F OES and ORC Mailing Lists Committee requested OES and ORC mailing lists regarding public schools to determine if emergency information would be disseminated to correct contacts.	12/1/2004			
	<i>Status:</i> On Hold	<i>Responsible Party:</i> Liz Schroeder/Tony Ferara			
	<i>Comments:</i> Tony Ferara, OES, to check with OES IT, Planning & Operations Branch, and Executive Office. Will provide feedback.				
07.00.05	M Research Schools As Shelters Mandates (for earthquakes) 10/14/05-M Dyson, 2nd Scott. Unanimous 1 - Work with OES and CDE to update & expand the OES document "Schools as Post-Disaster Shelters" (December 1995). Suggested content, locations, & access to Emergency Supply Bins should be included in this document. When complete, consider training S.D.'s 2-Work with all Red Cross chapters & local agencies to determine which school buildings are currently designated as shelters. Incorporate into DSA's Emergency Plan giving these designated buildings priority when conducting post disaster bldg. assessments. 3-(see 07.00.05a)	12/1/2004			
	<i>Status:</i> Active	<i>Responsible Party:</i> TBD			
	<i>Comments:</i> OES document, "Schools as Post Disaster Shelters" was distributed to Committee Members, scanned and e-mailed out for review. Comments to be discussed 9-14-05. 2005 Item numbers 07.01.20 and 07.02.06 were folded into this item. 9/14/05 per Levernier, Ferara at OES will take written comments on document and update when possible.				
07.00.06	F LA County EOC and Sacramento OES facility tours This committee has expressed an interest in touring these facilities.	5/14/2005		5/14/2005	
	<i>Status:</i> Active	<i>Responsible Party:</i> Liz Schroeder			
	<i>Comments:</i> 9/15/05 - Long Beach has a new facility and LA County has plans to completed one. Committee requested a tour of the Sacramento OES facility for the November meeting. 11/02/05 - Liz spoke with Dale Chessey, OES Public Info Officer, to arrange a tour of the OES/Sac facility in Jan/Feb.				

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07.00.07	F Sixth Annual Disaster Resistant California Conference - DSAAB Workshop?	5/19/2005			
	SERC wants to present a workshop at this conference. It will be held in San Francisco on the anniversary of the 1906 earthquake.				
	<i>Status:</i> Inactive <i>Responsible Party:</i>				
	<i>Comments:</i> 9/15/05 - Art would like the DSAAB to present an update of the "Schools as Post-Disaster Shelters" manual at the annual CASH conference. Can DSA look into an OES grant for LAUSD, consultant or like party to assist. 10/14/05 - JoAnn solicited a DSAAB workshop opportunity. Specifics are unknown. 11/07/05 - per DSA, grants are more likely to be received by school districts.				
07.00.09	F CDE Training on schools as post disaster shelters?	9/14/2005			
	Diane Waters will follow up on the possibility of CDE training to school districts.				
	<i>Status:</i> Active <i>Responsible Party:</i> Diane Waters				
	<i>Comments:</i>				
07.00.11	M Develop a manual to assist CA school districts in all facets of preparedness in emergency procedures	9/14/2005			1/19/2006
	This request includes updating the OES publication-Schools as Post Disaster Shelters including the material prepared by LAUSD (www.LAUSD-OEHS . . . These materials also contain school safety program), and tagging information. LAUSD requested assistance w/two checklists a) predisaster and b) post disaster. M-Ross, 2nd Bate. Unanimous.				
	Motion amended to include a request for DSA to 1) commit adequate resources to a timely resolution, and 2) seek grant/funding to assist w/development (OES, FEMA, ATC, etc.)				
	<i>Status:</i> Active <i>Responsible Party:</i> David Casey				
	<i>Comments:</i> 10/14/2005 Board M-Gonos, 2nd Shallenberger, all in favor except Peterson. Motion passed. 11/7/05 DSA to work w/committee on developing two checklists and review and possibly add link to Web page to LAUSD manual. & other school district manuals. Grants not being sought by DSA because school districts are most likely recipients.				

08 - Access Committee

08.00.05	M Reconsideration of proposed new policy remaining from June, 2004 UDC meeting. IR 04-04 TRAVEL DISTANCE TO SANITARY FACILITIES	9/28/2004		10/15/2004	
	Motion #4: Mr. Skaff made a motion, seconded by Mr. Lawrence to send back to the Division of the State Architect.				
	The UDC is to send Aaron Noble some suggested language.				
	Note: The key to this IR is "on area served." The motion was carried unanimously.				
	<i>Status:</i> On Hold <i>Responsible Party:</i> Aaron Noble				
	<i>Comments:</i> No action. Pulled to look at a later date.				

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08.00.06	M Access Compliance Policy 98-02 - Two-Story Relocatable Classroom Projects Motion to approve with amendment. Change text from "interpretation" to "policy" in the Resolution section.	5/10/2005		7/21/2005	
	<i>Status:</i> Active	<i>Responsible Party:</i> Aaron Noble			
	<i>Comments:</i> Motion made by Chris Lawrence, seconded by Ron Mincer. Unanimous approval. 11/2005 - Agenda item for next Access Committee meeting.				
08.00.08	M Access Compliance Policy 96-10 - Handrails at Single Step Conditions Motion to remove "it appears that" from the first paragraph of Issue section and "and will accept" from the Resolution section.	5/10/2005		7/21/2005	
	<i>Status:</i> Active	<i>Responsible Party:</i> Aaron Noble			
	<i>Comments:</i> Motion made by Chris Lawrence, seconded by Pete Guisasola. Unanimous approval. 11/2005 - May be ready for next Access Committee meeting.				
08.00.08b	F Access Compliance Policy 96-10 - Handrails at Single Step Conditions John Paul Scott recommends this policy list ICC ANSI requirements.	5/10/2005		7/21/2005	
	<i>Status:</i> Active	<i>Responsible Party:</i> Aaron Noble			
	<i>Comments:</i> 11/2005 - May be ready for next Access Committee meeting.				
08.00.10	M Access Compliance Policy 99-08 - Doorstops and Other Floor Mounted Obstructions Motion to approve with amendment. Change text from "encourages and accepts" to "recommends" in the Resolution section.	5/10/2005		7/21/2005	
	<i>Status:</i> Active	<i>Responsible Party:</i> Aaron Noble			
	<i>Comments:</i> Motion made by Ron Mincer, seconded by Chris Lawrence. Unanimous approval. 11/2005 - May be ready for next Access Committee meeting.				
08.00.11	M Access Compliance Policy 97-06 - Parking Ticket Dispensers Motion to send policy back to DSA staff for further study. This policy should be divided into two areas: Ticket Dispensing Machines and Program Access.	5/10/2005		7/21/2005	
	<i>Status:</i> Active	<i>Responsible Party:</i> Aaron Noble			
	<i>Comments:</i> Motion made by Ron Mincer, seconded by Chad Allen. Unanimous approval. 11/2005 - May be ready for next Access Committee meeting.				

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08.00.12	F Access Compliance Policy 98-04 - Accessibility Requirements in Group I Occupancy Referred back to DSA staff to get assurances that the Office of Statewide Health Planning & Development (OSHDPD) is aware they will need to enforce.	5/10/2005		7/21/2005	
	<i>Status:</i> Active <i>Responsible Party:</i> Aaron Noble				
	<i>Comments:</i> 11/2005 - May be ready for next Access Committee meeting.				
08.00.13	M Access Compliance Policy 98-05 - Accessible Seating in Folding Bleacher Units	5/10/2005		7/21/2005	
	Motion to send back to DSA staff to revise. Title of policy: Add "folding telescoping seating" and reference ICC ANSI. Resolution #3: In the first sentence, add the word "horizontally" after the word "dispersed."				
	<i>Status:</i> Active <i>Responsible Party:</i> Aaron Noble				
	<i>Comments:</i> Motion made by Chris Lawrence, seconded by Ron Mincer. Unanimous approval. 11/2005 - May be ready for next Access Committee meeting.				
08.00.17	M Access Compliance Policy 97-03 - Accessibility Guidelines for Electric Vehicle Charging Stations	5/10/2005		7/21/2005	
	Motion to return policy for rewriting and consultation with CEC. M- Lawrence, 2nd Mincer.				
	<i>Status:</i> Active <i>Responsible Party:</i> Aaron Noble				
	<i>Comments:</i> 11/2005 - May be ready for next Access Committee meeting.				
08.00.18	M Accessibility for Fire Alarm Pull Stations	7/29/2005	10/14/2005		
	Request that DSAAB for a new committee to discuss performance and accessibility for fire alarm pull stations. Motion made by Mike Modugno, second by Sharon Toji. Unanimously approved.				
	<i>Status:</i> Active <i>Responsible Party:</i> Committee				
	<i>Comments:</i> Issues include grasping, pulling, signage, etc. (see 7/29/05 minutes for summary of discussion). 9/15/05 - John Paul Scott will draft a thank you letter to the State Fire Marshall for attending the meeting and providing valuable information on this topic. 10/14/05 - Motion pulled by Board & sent back to committee for clarification. Separate motion made for Scott to work w/Lowell to send thank you letter. M-Scott, 2nd Darden Unaminous. 11/2005 - May be ready for next Access Committee meeting.				

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08.00.20 F Article for Universal Design Newsletter by John Salem, Maryland
 John Paul Scott would like to write an article for this publication.

9/15/2005

Status: Active *Responsible Party:* John Paul Scott

Comments: Committee concurred and will review and vote on draft when written by John Paul Scott.

10/14/05 - See 01.01.03. 10/14/05 - M-Scott, 2nd-Peterson. Unanimous. Board motion included request that article be sent to AB for approval - standard AB review process.